

DEPARTMENT OF LICENSING
FUNERAL AND CEMETERY OFFICE

MEMORANDUM

DATE: January 27, 2006

TO: Funeral and Cemetery Licensees

FROM: Dennis McPhee

SUBJECT: **BOARD VACANCIES**

The Cemetery Board is in need of a public member and a cemetery member. The public member position has been vacant for some time now and Frank Wilson's term as a cemetery member expired on January 15, 2006.

In July of this year, the Board of Funeral Directors and Embalmers will be in need of a public member, as the position Eugene Lux currently holds will expire on July 8, 2006.

Board members are appointed by the Governor. If you have an interest in serving on these boards or know of anyone who may be interested, please let me know and I will forward appointment applications to interested persons. You can also apply directly to the Office of the Governor by contacting Shana Melanson at (360) 902-0388.

The following summary provides a general overview of the purpose, duties and responsibilities of the boards. If you have additional questions concerning board positions, please contact me at (360) 664-1555.

SUMMARY OF FUNERAL AND CEMETERY BOARDS

Board of Funeral Directors and Embalmers

The Purpose of the **Board of Funeral Directors and Embalmers** is to provide consumer protection to the general public through the regulation of the funeral service industry. The board is a regulatory, disciplinary and decision-making body with administrative support to assist it in carrying out the duties of the board.

The Board consists of five members, one of whom is a public member. The professional members of the Board shall be

- licensed in this state as a funeral director and embalmer
- a resident of the State of Washington for a period of at least five years

- continuously engaged in the profession

Board duties and responsibilities include:

- the preparation, conducting and grading of examinations of applicants for funeral director and embalmer licenses
- make findings and recommendations to the director on any and all matters relating to the enforcement of Chapter 18.39 RCW
- adopt, promulgate and enforce reasonable rules and consult with the cemetery board on rules regulating the cremation of human remains and permit requirements.
- direct the examination or audit of prearrangement funeral service trust funds
- licensing and continuing education requirements
- direct the investigation of complaints or reports of unprofessional conduct,
- hold hearings and take disciplinary action against a holder of, or applicant for, a professional or business license for violations of Chapter 18.39 RCW or a Chapter specified in RCW 18.235.020.
- review and make recommendations for changes in the laws relating to funeral practices and the care, transportation and disposition of human remains.

Cemetery Board

The Purpose of the **Cemetery Board** is to provide consumer protection to the general public through the regulation of the cemetery industry. The board is a regulatory, disciplinary and decision-making body with administrative support to assist it in carrying out the duties of the board.

The Board consists of five members. Four members of the Board shall be persons who have had experience in this state in the active administrative management of a cemetery authority or as a member of a cemetery's board of directors. One member of the board shall represent the general public and shall not have a financial interest in the cemetery business.

Duties and responsibilities of the Board include:

- adopt, promulgate and enforce reasonable rules and consult with the Board of Funeral Directors and Embalmers on rules regulating the cremation of human remains and permit requirements.
- to adopt standards of professional conduct or practice
- direct the examination or audit of cemetery prearrangement trust funds
- direct the examination or audit of cemetery endowment care trust funds.
- establish license requirements
- direct the investigation of complaints or reports of unprofessional conduct
- hold hearings and take disciplinary action against a holder of, or applicant for, a professional or business license for violations of Title 68 RCW or a Chapter specified in RCW 18.235.020.
- review and make recommendations for changes in the laws relating to cemetery practices and the care, transportation and disposition of human remains.